

Clarke County

PLANNING COMMISSION BRIEFING MEETING MINUTES TUESDAY, SEPTEMBER 1, 2015



A briefing meeting of the Planning Commission of Clarke County, Virginia, was held at the Berryville/Clarke County Government Center, Berryville, Virginia, on Tuesday, September 1, 2015.

ATTENDANCE

George L. Ohrstrom, II, (Chair); Anne Caldwell (Vice-Chair), Robina Bouffault, Randy Buckley, Scott Kreider, Frank Lee, Gwendolyn Malone, Cliff Nelson, and Jon Turkel

Absent: John Staelin and Douglas Kruhm

Staff Present: Brandon Stidham, Planning Director; and Ryan Fincham, Senior Planner/Zoning Administrator

Others Present: None

CALLED TO ORDER

Chair Ohrstrom called the meeting to order at 3:00. The members approved the meeting agenda by consensus. Mr. Stidham noted that the regular monthly meeting scheduled for Friday, September 4 has been cancelled.

Old Business Items

None.

New Business Items

Mr. Stidham provided an overview of the Agricultural & Forestal District renewal process including background information on the State and County Code requirements that govern the process. He noted that the current District was last approved by the Board of Supervisors in March 2010 for a six-year term that is scheduled to expire in March 2016. He reported that the Board took formal action to initiate the review process at their meeting on August 18 and has appointed/re-appointed all but one of the required ten members of the Agricultural & Forestal District Advisory Committee. He indicated that the final seat is expected to be filled at the Board's September 15 meeting and that the kickoff meeting for the Advisory Committee will be scheduled shortly thereafter.

Mr. Stidham reviewed the draft timeline and explained the Planning Commission's role in the review process. He also explained the changes to State code that have been adopted since the 2010 review that streamline the administrative steps and public hearing requirements. He noted that new applications for additions to the District can now be considered at any time during the District term whereas prior law allowed additions only in conjunction with the governing body's review of the

District. He said that according to the draft timeline, the Commission should expect to see the formal recommendation from the Advisory Committee by the end of the year.

Other Business

Mr. Stidham reported that the Telecommunications Subcommittee met on August 12 and will be meeting again immediately following the Briefing Meeting. He advised that members are welcome to attend the Subcommittee meeting. He reported that the Policy Committee also met on August 12 to discuss proposed changes to development regulations in the FOC District. Action items from that meeting included direction to Staff to finish drafting the text amendment and to have it reviewed by the County Attorney for legal compliance. They also directed Staff to forward the draft to local surveyors and engineers to solicit their opinions on how the new rules may impact the up-front costs of development in the FOC District.

Mr. Stidham also noted that the Policy Committee's next meeting date, which was previously scheduled for Tuesday, September 29 following the Briefing Meeting, would have to be moved to Friday, October 2 following the Regular Meeting. He also advised that there may be a need to schedule a Subdivision Committee meeting in September to review a potential minor subdivision application. He said that he would send out an email advising the members of these meeting times.

Mr. Stidham provided an update on the Berryville Area Plan review process. He indicated that the Berryville Area Development Authority (BADA) will meet on Wednesday, September 2 to review the final draft Sub-Area descriptions which is the last part of the revised draft to be reviewed. He said that if the BADA completes their work at the meeting, Staff will then assemble a complete revised draft for the BADA to approve for public comment. He added that the BADA indicated a desire to have an informal review process and distribute the draft to agencies and departments for comments prior to scheduling a formal public hearing. Mr. Stidham also provided a brief update on the Town of Berryville's action in early August to initiate a request to amend the Berryville Area Plan and Town Zoning Ordinance filed by the Marlyn Development Corporation. He said that the BADA would be addressing this item at their meeting on September 2.

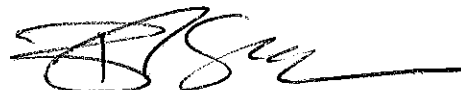
Mr. Stidham again reported no activity from the Town of Berryville Planning Commission on the request to jointly review the Business Park District list of permitted and special uses.

Mr. Nelson distributed a handout to the members containing a detailed definition of Karst along with supporting information for the Commission's reference. Mr. Nelson asked Staff if copies of the most recent USGS water monitoring report could be forwarded to Commission members, and Mr. Stidham replied that he would have Ms. Teetor provide that information.

There being no further business to come before the Commission the meeting was adjourned at 3:26PM.



George L. Ohrstrom, II, Chair



Brandon Stidham, Planning Director